

MINUTES
REGULAR MEETING OF THE SANDPOINT CITY COUNCIL
February 7, 2018

OPENING Mayor Rognstad called the regular meeting of the City Council to order at 5:30 p.m. on Wednesday, February 7, 2018, in the Council chambers at City Hall, 1123 Lake Street.

ROLL CALL Council members Ruehle, Aitken, Aispuro, Darling and Williamson were present. Councilman Eddy was absent.

PLEDGE OF ALLEGIANCE Mayor Rognstad led the Council and the public in the pledge of allegiance to the flag.

ANNOUNCEMENTS

Mayor Rognstad announced that two open houses have been held this week on the future development of the University of Idaho property, and the Planning and Zoning Commission had a workshop last night. There is a projects link on the City's website that provides background and where this project is located. He encourages the public to respond to the survey on the City's website on the vision they foresee to occur on this piece of property.

Mayor Rognstad announced that the Parks and Recreation Department has openings for basketball referees. This would be an opportunity for high school students to apply for the position.

City Administrator Jennifer Stapleton announced the City will have two branch pickups this spring due to the damage from heavy snow we had this winter season. The first branch pickup will occur the week of March 16th. A follow up branch pickup will occur the week of April 16th. There is an opportunity for Sandpoint citizens to drop off their branches in an area adjacent to the City Shop. A press release will be sent out and a notice will be on the City's website. Citizens are urged to put their branches along the street curb and to keep sidewalks clear for branch pickup.

CONSENT CALENDAR

Councilwoman Williamson moved that items A-1 through D-2 be approved.
Councilwoman Ruehle seconded the motion.

A roll call vote resulted as follows:

Councilwoman Ruehle	Yes
Councilman Aitken	Yes
Councilman Aispuro	Yes
Councilman Darling	Yes
Councilwoman Williamson	Yes
Councilman Eddy	Absent

The motion passed by a unanimous vote of Council present.

A. MINUTES

A-1 City Council regular minutes of January 17, 2018

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A-2 Planning and Zoning Commission, November 14, 2017

A-3 Pedestrian and Bicycle Advisory Committee, November 15, 2017

A-4 Tree Committee, November 20, 2017

A-5 Arts Commission, November 13, 2017

A-6 Historic Preservation Commission, November 21, 2017

B. Bills in the total amount of \$653,782.54 for regular payables.

C. License to Operate Mobile Frozen Treat Businesses in City Parks – grant licenses to mobile frozen treat businesses, allowing them to operate in City parks in 2018 under the conditions set forth on the license

D. RESOLUTIONS

1. **Resolution No. 18-07** – Lions Club Independence Day Event at City Beach Agreement 2018

2. **Resolution No. 18-08** – Lake Pend Oreille Cruises Moorage Lease 2018

OLD BUSINESS

E. DOWNTOWN REVITALIZATION PROJECT PHASE I RE-BID AND PHASE II SEWER BID

Dennis Fuller of Century West Engineering noted that the street project remains the same. There is an alternate bid for a concrete intersection on Fourth Avenue. He reviewed the traffic control plan. There will be one-way traffic westbound on Cedar Street during the entire construction phase. Sewer construction on First Avenue will start past Church Street, where traffic will be detoured onto Church Street, Second Avenue, then to Cedar Street. When sewer construction occurs past Main Street, then traffic will be detoured onto Main Street, Second Avenue, then to Cedar Street. When sewer construction occurs on Cedar Street and Second Avenue, traffic will detour onto Main Street, Third Avenue, then Cedar Street. They hope to go back to two-way traffic on Cedar Street prior to sewer construction. The bids will be advertised next week, and bids will be opened on March 9th. A contractor will be selected at the end of March or first part of April. A pre-construction workshop will be held with local businesses to hear their concerns the latter part of April. Cedar Street construction will begin after the Lost in the 50s event, and sewer construction will start after the Festival at Sandpoint. The construction schedule will be available on the City's website.

City Administrator Jennifer Stapleton noted that City staff will be providing construction updates on the projects on the City's website and will be providing updates to the downtown retailers group. City staff will be working with large event organizers to move their events to the downtown core in order to maintain vitality for downtown businesses and create larger visibility for events, which will be coordinated around construction.

Councilman Aitken moved that City Council approve the bid documents and authorize staff to bid these projects in February. **Councilman Aispuro seconded the motion.**

A roll call vote resulted as follows:

Councilwoman Williamson Yes

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Councilman Eddy	Absent
Councilwoman Ruehle	Yes
Councilman Aispuro	Yes
Councilman Darling	Yes
Councilman Aitken	Yes

The motion passed unanimously by Council present.

NEW BUSINESS

**F. APPOINTMENT OF SARAH LYNDY AS CITY TREASURER/FINANCE DIRECTOR
EFFECTIVE FEBRUARY 7, 2018 – OATH OF OFFICE**

Mayor Rognstad noted that Sarah was hired as our Deputy Treasurer and has been working with Shannon Syth since May 1, 2017. Sarah brought significant experience as a former auditor and governmental accounting experience at a management level.

Councilwoman Williamson moved that City Council consent to the appointment of Sarah Lynds to the position of City Treasurer/Finance Director, effective immediately.

Councilwoman Ruehle seconded the motion.

A roll call vote of Council resulted as follows:

Councilwoman Ruehle	Yes
Councilwoman Williamson	Yes
Councilman Eddy	Absent
Councilman Aispuro	Yes
Councilman Aitken	Yes
Councilman Darling	Yes

The motion passed unanimously by Council present.

Mayor Rognstad administered the oath of office to Sarah Lynds.

**G. RESOLUTION NO. 18-09 – GREAT NORTHERN PARK RESTROOM
STRUCTURE 2018 CONTRACT**

Councilman Aitken moved that City Council approve the proposed resolution, Great Northern Park Restroom Structure 2018 Contract, accepting the bid award and entering into a contract with BB Bailey Construction Co., Inc. **Councilman Aispuro seconded the motion.**

A roll call vote of Council resulted as follows:

Councilman Darling	Yes
Councilman Aitken	Yes
Councilman Eddy	Absent
Councilman Aispuro	Yes
Councilwoman Ruehle	Yes
Councilwoman Williamson	Yes

The motion passed unanimously by Council present.

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H. RESOLUTION NO. 18-10 – TRAVERS PARK STORAGE SHED 2018 CONTRACT

Councilwoman Williamson moved that City Council approve the proposed resolution, Travers Park Storage Shed 2018 Contract, accepting the bid and awarding the contract to Ginno Construction, Inc. **Councilman Aitken seconded the motion.**

A roll call vote of Council resulted as follows:

Councilman Eddy	Absent
Councilman Aitken	Yes
Councilman Aispuro	Yes
Councilwoman Ruehle	Yes
Councilman Darling	Yes
Councilwoman Williamson	Yes

The motion passed unanimously by Council present.

ADJOURNMENT The meeting adjourned at 5:55 p.m.

Shelby Rognstad, Mayor

ATTEST:

Maree Peck, City Clerk